

DEPARTMENT OF SOCIAL SERVICES

4 P Street, Sacramento, CA 95814  
(916) 445-6410



February 22, 1984

ALL COUNTY INFORMATION NOTICE NO. 1-20-84

TO: ALL COUNTY WELFARE DIRECTORS  
ALL PUBLIC AND PRIVATE ADOPTION AGENCIES  
ALL DSS ADOPTION DISTRICT OFFICES

SUBJECT: ORGANIZATIONAL AND OPERATIONAL CHANGES IN THE  
ADULT AND FAMILY SERVICES DIVISION

This is to inform you of the recent organizational and operational changes which have occurred in the Adult and Family Services Division (AFSD). As indicated on the attached organization chart, the reorganized Division consists of three branches: Adoptions, Adult Services and Operations, and Family and Children's Services.

The major organizational changes are: the creation of the Adoptions Program Development Bureau (APDB) which contains the Adoptions Reform Unit, Adoptions Recruitment Unit and Adoptions Policy Unit; the creation of the Adult and Family Services Operations Bureau which is responsible for reviewing the Adult and Family Services programs; and the integration of the Foster Care and Adoptions Interstate Compact on the Placement of Children's Program into the Family and Children's Services Branch.

As part of the reorganization, operational changes have occurred pertaining to how policy inquiries will be handled. The process is as follows:

When your staff make policy and/or technical program inquiries either by telephone or face-to-face, AFSD staff will respond verbally if:

1. they are simply restating regulations or policy; or
2. your staff simply needs to be referred to a specific regulation, policy, All-County Letter or All-County Information Notice.

For other policy inquiries, specifically those which are new or do not appear to be covered by an existing regulation, AFSD staff will require written policy inquiries and will respond in writing.

Thus, any policy and/or technical program inquiries made to this Division via telephone, face-to-face, or in writing by county welfare departments and county adoption agencies relating to Child Welfare Services, Adult Programs and the Relinquishment and Independent Adoption Programs will be handled by the Adult and Family Services Operations Bureau. You may call your assigned county consultant (see attached list) at (916) 322-6671 or write that Bureau, Department of Social Services, 744 P Street, M.S. 5-141, Sacramento, CA 95814. For policy and/or technical program inquiries made by private adoption agencies, including those from Ventura County, pertaining to Relinquishments and/or Intercountry Adoption Programs, please call the Adoptions Policy Unit at (916) 445-9124 or write that Unit, Department of Social Services, 744 P Street, M.S. 19-31, Sacramento, CA 95814. In addition, for those policy inquiries from the State Adoption District Offices, please call the Adoptions District Office Operations Bureau at (916) 322-3778 or write that Office, Department of Social Services, 744 P Street, M.S. 19-31, Sacramento, CA 95814.

As usual, each Branch will continue to respond to routine non-policy inquiries concerning their respective program areas.

To facilitate more accurate and timely responses to policy inquiries, we appreciate your cooperation in this endeavor.

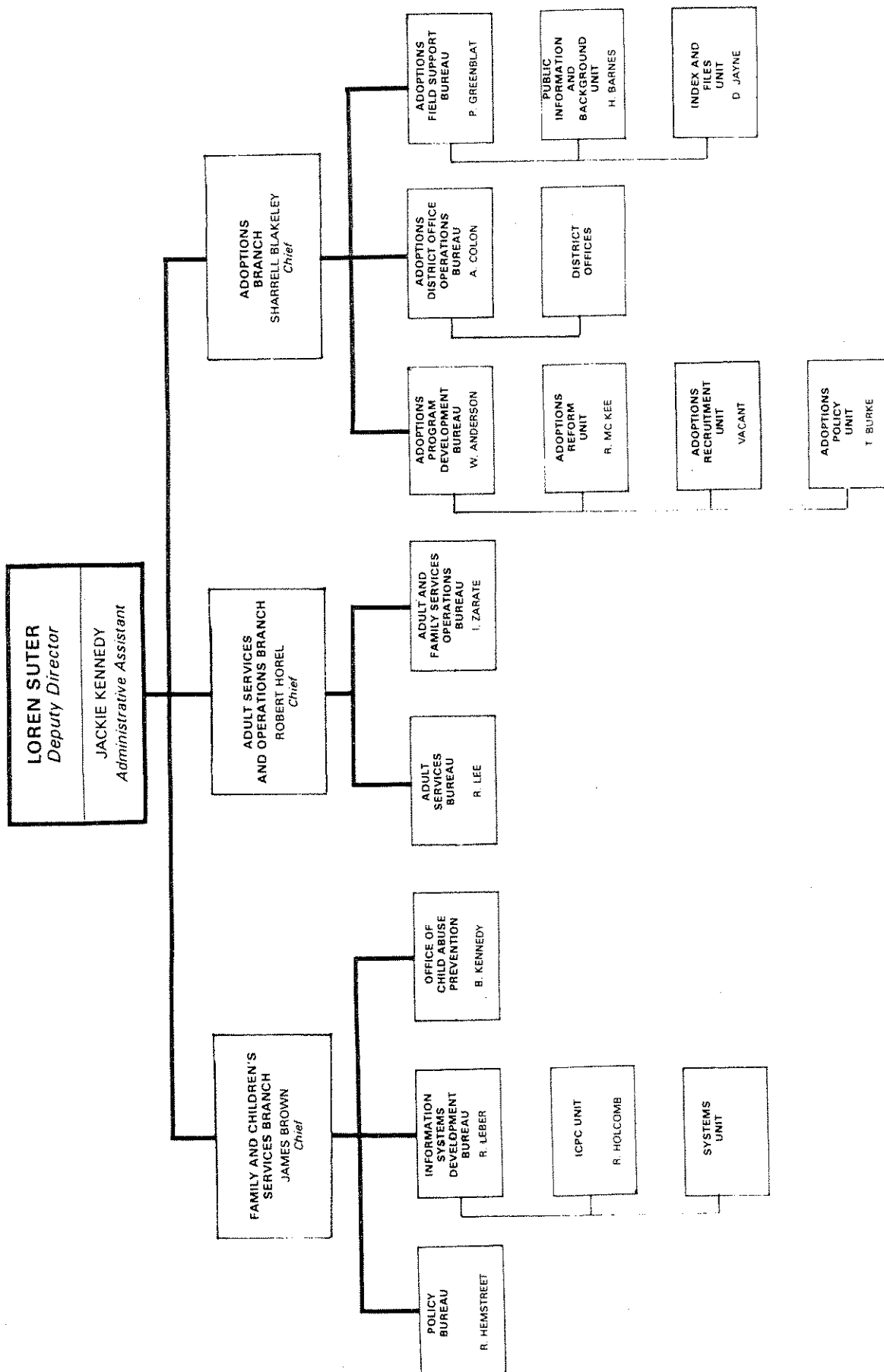
Sincerely,

  
LOREN D. SUTER  
Deputy Director  
Adult & Family Services

Attachments

cc: CWDA

# ADULT AND FAMILY SERVICES DIVISION



REGION I - Harriet Hopgood

- |                    |  |
|--------------------|--|
| 1. Robert Markell  | Fresno, Kings, Nevada, Sierra, Tulare                  |
| 2. Pat Aguiar      | Placer, Sacramento, San Joaquin, Stanislaus            |
| 3. Diane Utsumi    | Colusa, El Dorado, Glenn, Shasta, Tehama               |
| 4. Maggie Dunaway  | Amador, Butte, Calaveras, Sutter, Tuolumne, Yolo, Yuba |
| 5. Dan Cudworth    | Lassen, Modoc, Plumas, Siskiyou, Trinity               |
| 6. Carol Laquaglia | Alpine, Inyo, Madera, Mariposa, Merced, Mono           |

REGION II - Valrie Marglin

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|--------------------------------|---|
| 1. Joan Boomer                 | Alameda, San Francisco, San Mateo             |
| 2. Joan Boomer<br>(temporary)  | Contra Costa, Marin, Napa, Solano, Sonoma     |
| 3. Chris Minnich               | San Luis Obispo, Santa Barbara, Ventura       |
| 4. Jane Luckham                | Del Norte, Humboldt, Lake, Mendocino          |
| 5. Jane Luckham<br>(temporary) | Monterey, San Benito, Santa Clara, Santa Cruz |

REGION III - Gordon Scott

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|-----------------------------------|---------------------------------|
| 1. Doris Cole/<br>Ray Christensen | Los Angeles                     |
| 2. Tom Lee                        | Imperial, Orange, San Diego     |
| 3. Mike Mermelstein               | Kern, Riverside, San Bernardino |